

## MEMORANDUM

TO: Chief Justices of the Trial Court  
First Justices of the Trial Court  
Clerk Magistrates of the Trial Court  
Clerks of Court of the Trial Court  
Registers of Probate of the Trial Court  
Recorder of the Land Court Department  
Chief Probation Officers of the Trial Court  
Court Administrators of the Trial Court  
Commissioner of Probation  
Jury Commissioner

FROM: Robert A. Mulligan, Chief Justice for Administration and Management

DATE: October 8, 2004

RE: **Legal Holidays, Calendar Year 2005**

Pursuant to G.L. c. 4, s. 7, below is a list of the legal holidays for calendar year 2005 and the dates on which each will be observed:

New Year's Day	January 1 (Saturday)*
Dr. Martin Luther King, Jr. Day	January 17 (Monday)
Presidents' Day	February 21 (Monday)
Evacuation Day (in Suffolk County)	March 17 (Thursday)**
Patriots' Day	April 18 (Monday)
Memorial Day	May 30 (Monday)
Bunker Hill Day (in Suffolk County)	June 17 (Friday)**
Independence Day	July 4 (Monday)
Labor Day	September 5 (Monday)
Columbus Day	October 10 (Monday)

Veterans' Day	November 11 (Friday)
Thanksgiving Day	November 24 (Thursday)
Christmas Day	December 26 (Monday)*

\*\*Suffolk County Courts are closed on these dates with the exception of the Administrative Office of the Trial Court which will remain open. Locations outside of Suffolk County must maintain regular business operations on Thursday, March 17, 2005 (Evacuation Day) and Friday, June 17, 2005 (Bunker Hill Day). However, all employees working outside of Suffolk County covered by one of the Collective Bargaining Agreements are eligible to receive an alternate day with pay in lieu of these holidays.

Pursuant to G.L. c. 30, s. 24A, union exempt personnel are eligible to receive an alternate day/s off in lieu of March 17, 2005 and June 17, 2005 should they be required to work on either or both of those days. An alternate day off requires the prior approval of the employee's department head in order to ensure that there are sufficient personnel in each department to process the business of the court and serve the needs of the public.

The eligibility of an employee for an alternate day off and the administration of such days off will be in accordance with the provisions of the "Holiday" Article contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

\*Holidays that fall on a Saturday, such as New Year's Day, must be observed on that day and normal business operations will be maintained on the preceding Friday and following Monday. Therefore, all employees of the Trial Court will receive an alternate day off with pay in lieu of January 1, 2005 to be taken in accordance with the provisions contained in the applicable Collective Bargaining Agreements or the Personnel Policies and Procedures Manual.

\*Pursuant to G.L. c. 4, s.7, holidays that fall on a Sunday, such as Christmas Day December 25, 2005, must be observed on Monday under state law.

Please post this memorandum in a conspicuous location in order to disseminate this information to the employees in your office. Thank you.

cc: Robert P. Panneton, Chief of Staff  
Trial Court Administrative Office Directors